

BURRILLVILLE REDEVELOPMENT AGENCY

MEETING MINUTES

Meeting Place: Jesse M. Smith Library, Community Room

Meeting Date: October 23, 2012

Meeting Time: 7:00 PM

Members Present:

James Langlois, Chairman Jeffrey J. Barr, Vice Chairman

Edward Bonczek David Fontaine

Mark Brizard Royal Laurent, Alternate Member

Members Absent:

Staff/Consultants Present:

Michael C. Wood, Secretary Scott A. Gibbs, NEEDS, Inc.

Timothy F. Kane, General Legal Counsel

Others:

Call To Order:

James Langlois called the meeting to order at 7:10 PM.

Approval of Minutes:

Jeffrey Barr made a motion to approve the minutes from the September 18, 2012 meeting. David Fontaine seconded the motion and the vote in favor was unanimous.

Jeffrey Barr made a motion to approve the minutes from the September 25, 2012 meeting. Edward Bonczek seconded the motion and the vote in favor was unanimous.

Invoices:

Discussion, consideration and action relative to the invoice from the Blackstone Valley Tourism Council for the website domain registration.

A motion was made by Edward Bonczek to approve the invoice from the Blackstone Valley Tourism Council to register the domain name for the geotourism website. David Fontaine seconded the motion and the vote in favor was unanimous.

Citizens Comment:

None

Consultants Staff Report:

Discussion, consideration and action relative to the Financial Report

including Budgets and Audits.

Fontaine referenced the financial reports dated October 22, 2012. Fontaine cited the expenses and revenues for the reporting period. Jeffrey Barr made a motion to receive and file the financial reports. Edward Bonczek seconded the motion and the vote in favor was unanimous.

Old Business:

Discussion, consideration and action relative to the Stillwater Mill Redevelopment District.

A. Discussion Regarding Donated Tree

James Langlois informed the Agency that all trees previously approved have been planted. Wood clarified explaining that the trees were planted two weeks ago prior to the date of the final Farmer's Market.

B. Tenant Directory and Directional Signage

Wood provided an update regarding his conversations concerning the design and location of the proposed signs. Wood referenced the sign designs included in the meeting packages and price quotes from Dion Signs and Service. Wood explained that Backgrounds by Maheu in Burrillville has the capability to develop a signage design. Wood has requested consideration from Maheu to provide a signage design concept. There was general agreement among Agency members that

additional information from Maheu should be secured.

Wood also referenced proposed roadway signs the design of which is consistent with the BRVNHC standards. Wood stated that he could proceed with these signs given that they are below the \$5,000 bid threshold. Wood also indicated that they would need to receive approval from the State of Rhode Island Department of Transportation for the location and installation of the signs (on State roads). There was a consensus to get quotes for the highway signs. Brizard made a motion to get three quotes for the highway signs and proceed with the permitting with a price not to exceed \$1,000 for the engineering/permitting portion of the project. Fontaine seconded the motion and the vote in favor was unanimous.

C. Requests from the public regarding installing benches proximate to the Farmer's Market Pavilion

Langlois referenced phone calls made to the Town Manager's office requesting public seating. Barr raised the issue as to whether the Agency should engage a landscape architect to develop an overall plan that also encompasses the proposed gazebo and other improvements. Langlois stated that he would speak with the Farmer's Market to inquire about options for benches including the possibility of donated benches from the public.

D. Business development within the Stillwater district

Langlois referenced a discussion between him and Tom Kravitz

regarding questions raised at the Farmer's Market Community Day pertaining to new businesses. Langlois specifically referenced an inquiry from one individual who is interested in setting up a brewpub in the district. Langlois stated a need for an information document that can be disseminated in response to future business inquiries. Wood stated that he can talk to Tom Kravitz about putting something together.

Discussion, consideration and action relative to the Geo-Tourism Project:

Wood stated that he has not had an opportunity to speak with Tom Kravitz nor Mr. Toomey for an update. Langlois also stated that there were some discussions with Bob Billington regarding ensuring greater diversity concerning destinations (e.g. Wrights Farm).

Discussion, consideration and action relative to the Clock Tower Project.

None

Discussion, consideration and action relative to the Downtown Pascoag Project.

Langlois stated that the utility poles have been removed on Pascoag Main Street. Langlois also stated that the pictures that were distributed to the Board do not do justice to the aesthetic improvements.

Wood referenced the land next to the Dunkin Donuts. An appraiser has been hired and there have been conversations with Dunkin Donuts regarding the availability of the subject property. As explained by Wood, the RIDEM grant has a maximum value of \$50,000 and the final amount is subject to 50% of the appraisal value. Wood also referenced a Trails grant program, which could be used for future improvements. Wood stated that the Trails grant funds would be used for the actual design and improvements to the river area to establish a park. The maximum value under this grant program is \$100,000, with a 20% local match required.

New Business To Be Discussed And Acted Upon:

None

Correspondence:

Langlois stated that it was voted on at the last meeting to send letters to the Administration regarding BRA designees and a letter of appreciation to Kristen at the Blackstone Valley Tourism Council.

General Discussion:

Done

Executive Session:

Request for Executive Session from Michael C. Wood, Secretary, pursuant to Rhode Island Open Meeting Law [42-46-5 (a)(5)] for discussion and considerations related to the acquisition, sale or

exchange of real property.

a) Plat 175/Lot 019 (Mobil Station Property) 24 North Main Street

b) Plat 175/Lot 025 (Apt. House, Pascoag Main) 160 Pascoag Main Street

c) Plat 175/Lot 060 (Apt. House, Pascoag Main) 73-75 Pascoag Main Street

d) Plat 175/Lot 042 (Vacant Building, Substation building) 89-92 Pascoag Main St.

e) Plat 192/Lot 17 (Dunkin Donuts site) 1 South Main Street, Pascoag

James Langlois made a motion to go into Executive Session with Jeffrey Barr, Mark Brizard, David Fontaine, and Edward Bonczek all voting in favor.

James Langlois made a motion to reconvene the public portion of the meeting and to seal the minutes of the Executive Session with Jeffrey Barr, Mark Brizard, Edward Bonczek, and David Fontaine all voting to support the motion. The public portion of the meeting was reconvened in open session where it was announced that one vote was taken in Executive Session.

Adjournment:

On a motion by David Fontaine seconded by Jeffrey Barr, the meeting was adjourned at 8:25 PM.

Minutes approved by:

Michael C. Wood, Secretary Date:

Date filed with Town Clerk: _____